

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on December 13, 2017 at the District office. President, Tom Cahill, presided.

ATTENDEES:

Directors: Gene Helberg, Tom Cahill, Bob Keenan, Seth Price
District Employees: Julie Spencer, Mimi Wildeman, Sergio Lopez, Bob Hand
Engineering: Jeff Cicon P.E., Ryan Jones P.E. Morrison Maierle

READ AND APPROVE MINUTES:

President Cahill opened the meeting at 7:00 p.m. The minutes of the November General Board Meeting were reviewed for approval. Cahill called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Helberg seconded and it was unanimously

RESOLVED, That the Minutes for the November 2017 Board Meeting be approved as submitted.

PUBLIC COMMENT

None

CONSENT AGENDA

President Cahill asked if for discussion or changes to the Consent Agenda discussion. Hearing none, a vote was called. Keenan made a motion to approve, Helberg seconded and it was unanimously.

RESOLVED, That the Consent Agenda be approved as submitted.

Spencer asked to add three Items to New Business, one being Update on Mayport Harbor Sewer hook ups, fueling with City Valcon Services to shop locally, and the confirmation of the President for the new year. Cahill called for discussion, Keenan made a motion to approve the items, Price seconded and it was unanimously

RESOLVED, That the Additional items be added to New Business

OLD BUSINESS

Operations Report- Cahill asked if there was any discussion or questions' regarding the report, there was some discussion regarding water loss, updating and replacing the older larger meters in the district. The operators also informed the Board on projects they have been working on to improve water loss and functionality of water lines. Cahill asked if there was anything else that needed discussed, hearing none the report was complete.

Engineering update, Jeff Cicon

- *Water Tank & Transmission Line and Access Easement* –A meeting needs set up with the committee and outside parties.

- *Ramsfield Water Rights Wells 3 & 4 (Task Order 24)* –The DNRC issued notice that the application is correct and complete, Morrison Maierle will be reviewing the technical report completed by the DNRC to determine if a meeting to review the information will be necessary.
- *Sludge Farm Irrigation System (Task Order 30)* –Morrison Maierle will be following up on the wheel stops.
- *Flathead Lake Brewery Pretreatment System* –No update.
- *Holt Drive Water Main Extension (Task Order 32)* - A design progress meeting was scheduled for December 12, 2017 to review the design. Morrison Maierle will incorporate any design changes or comments before submitting the project to MDEQ for approval. Amendment #1 in the amount of \$7,500.00 is attached for the Board's consideration.

President Cahill asked if for discussion or changes to the Action Item Amendment #1 in the amount of \$7,500.00, after some discussion a vote was called. Keenan made a motion to approve, Helberg seconded and it was unanimously.

RESOLVED, That Action Item Amendment #1 in the amount of \$7,500.00

Waste Water System PER Update: The District received a \$15,000.00 planning grant from the Treasure State Endowment Program (TSEP). Morrison Maierle will be evaluating areas where the District could improve on scoring on the Water System grant application to TSEP (completed in 2016) and present options on how to improve these areas. Morrison Maierle will present a Task Order at the January Board meeting once the District is able to consider the options.

Fire Hall Lane Sewer Easement Update: No update

Blenn Street Services, - No update.

Marina Cay Water- Was covered in the Operators Report

NEW BUSINESS –

Board Election Forms- President Cahill asked for discussion Spencer gave the Board Members the applications to fill out and submit.

Mayport Harbor Pumps- Spencer submitted quotes on pumps.

Meter Replacement Project- The Board was presented the number of meters that need to be replaced, President Cahill asked for discussion, the Board stated this project is maintenance and replacement project this will be left to the discretion of the Director and Operations Crew.

Account 0396-00 Request for Adjustment- The Board decided to adjust the account in the amount of \$100.00.

Confirmation of New Officers- President Cahill asked for discussion in regards to the appointment of Seth Price he will be the 2018 Board President and Gene Helberg will be 2018 Vice President.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill

Discussed during Engineering Report

District Investments Price & Phelps

Spencer has not purchased an Investment CD for water she is waiting to pay our Debt Service

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

Safety Policy Update -will be discussed and approved at January meeting

Health Insurance Reimbursement Resolution 83 -discussion was had Cahill called for a motion, Keenen made a motion to sign the Resolution 83 Helberg seconded and it unanimously.

RESOLVED, That Resolution 83 be approved and signed

Pretreatment Regulations Cahill & Price

Flathead Lake Brewery (FLB) – The Board directed Spencer to meet with FLB, to come to more of an understanding on what the expectations are and how any extra professional cost going forward will be handled.

Budget & Rate Structure Helberg & Phelps

No Update

Rules & Regulations Cahill & Price

Board received a draft copy of the separation of Water & Sewer Rules and Regulations to review and bring back for approval in January, the office will be sending out an updated copy for review which will include RV Parks and Hotel (motel) standards.

Farmland..... Helberg, Cahill

No update

ADJOURNMENT

Cahill called for a motion to adjourn. Price moved, Keenen seconded and it was unanimously

RESOLVED that the public meeting be adjourned at 8:25 p.m.

Secretary, Mimi Wildeman

Meeting presided by:

President Tom Cahill

Minutes approved by:

2018 President Seth Price